

## Section 10

### Plan Monitoring and Maintenance

#### Contents of this Section

- 10.1 Interim Final Rule Requirement for Plan Monitoring and Maintenance
- 10.2 Method for Monitoring the Plan
  - 10.2.1 Implementation
  - 10.2.2 Public Education Programs
  - 10.2.3 Hazard Mitigation Committee
- 10.3 Schedule for Monitoring the Plan
- 10.4 Method and Schedule for Evaluating and Updating the Plan
  - 10.4.1 Incorporation Into Existing Planning Mechanisms
- 10.5 Circumstances that Will Initiate Plan Review and Updates
- 10.6 Continued Public Involvement

#### 10.1 Interim Final Rule Requirement for Plan Monitoring and Maintenance

**Requirement §201.6(c)(4)(i):** *[The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle*

**Requirement §201.6(c)(4)(ii):** *[The plan **shall** include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.*

**Requirement §201.6(c)(4)(iii):** *[The plan maintenance process **shall** include a] discussion on how the community will continue public participation in the plan maintenance process.*

#### 10.2 Method for Monitoring the Plan

The City's maintenance strategy for implementation, monitoring, and evaluation provides a structure that encourages collaboration, information transference, and innovation. Through a multi-tiered implementation method, the City will provide its citizens a highly localized approach to loss reduction while serving their needs through coordinated policies and programs. Finally, it will provide a tangible link between citizens and the various levels of government service, ranging from community action to the US Department of Homeland Security. Through this strategy, the City of Galveston will continue to break the disaster cycle and achieve a more disaster resistant community.

This Plan will be monitored jointly by four City Staff(hereafter referred to as the Hazard Mitigation Plan Monitoring Team) :

- the Emergency Management Coordinator,
- the Managing Director of Municipal Infrastructure,
- the Director of Public Works, and
- the Director of Planning and Community Development Department

The Hazard Mitigation Plan Monitoring Team will monitor the plan for several related purposes:

- Maintain the currency of hazard and risk information;
- Ensure that mitigation projects and actions reflect the priorities of the City and stakeholders;
- To comply with Federal Emergency Management Agency (FEMA) and State of Texas requirements for plan maintenance;
- To maintain the City's eligibility for federal disaster assistance and mitigation grants; and
- To ensure this Plan is in harmony with other City planning efforts.

The Hazard Mitigation Plan Monitoring Team will continuously monitor the plan with respect to the purposes noted above, and with respect to the update triggers noted in Section 10.5 below.

### 10.2.1 Implementation

In order to ensure efficient and effective implementation, the City will make use of its capabilities and infrastructure. The City will implement its mitigation strategy over the next five years.

The City has a variety of regulatory mechanisms that can be used to achieve the overall mitigation strategy. These are identified in detail in the capability identification section. The Hazard Mitigation Plan Monitoring Team will work in conjunction with those departments identified in both the capability identification and the mitigation strategy section to initiate the strategy outlined in the Mitigation Action Plan (Section 9). For example, any facility-related measures will be implemented through the capital facilities program and the various departments involved through the normal City budget schedule.

These efforts fall under a broader implementation strategy that represents a City-wide effort. This strategy must be adaptable to change while being consistent in its delivery. It must also provide a means for tracking and evaluating implementation so that benefit-cost ratios are maximized.

The implementation strategy for the City's identified mitigation measures is a tiered system that emphasizes localized needs and vulnerabilities while addressing City-wide policies and programs. This system ensures that implementation speaks to unique vulnerabilities at the most local level, allows for coordination among and between levels, and promotes collaboration and innovation. Further, it provides a structured system of monitoring implementation. Finally, it is a system that can adapt to the changing vulnerabilities of the City, the region, and the times. These four levels and their methods of implementation and collaboration are described below.

### 10.2.2 Public Education Programs

At the individual citizen level, public education and outreach programs provide the City with a localized mechanism for implementation. This approach to mitigation can adapt to the varying vulnerabilities and needs throughout the City. Public education programs are also a means for involving the public in mitigation policy development. Departments conducting mitigation-related programs will provide information regarding proposed mitigation measures to individuals, to aid individuals in choosing methods those that would be most effective in their communities.

The public education programs level will also include NFIP recommended aspects that will help establish the City's CRS rating, should the City decide to join the program. The Floodplain Administrator and the Director of the Planning and Community Development Department will coordinate this effort, and the specific measures that need to be undertaken.

### 10.2.3 Hazard Mitigation Committee

The City of Galveston's HMPSC will be the body responsible for determining the direction of mitigation policy recommendations and will be responsible for reviewing the performance measures and Plan implementation. The City of Galveston HMPSC represents a City-wide group of hazard and vulnerability experts and government employees whose departments will be responsible for many of the implementation activities. This Committee will be composed of representatives from all the departments comprising the HMPSC as well as representatives from departments identified in the capability identification section as having a role in hazard mitigation. The Committee will be responsible for collaborating on City-wide policies and programs on the parish-wide level. Meetings will occur annually (targeted for April, though subject to scheduling) to coincide with the normal budgeting processes and provide an ample time period for review and adoption of any necessary changes to the implementation schedule. This schedule will also allow for any updates or revisions to the Plan to be presented to the public at the annual Hurricane Open House, held prior to each hurricane season. The City's HMPSC will be responsible for monitoring, evaluating, and updating the Plan (discussed below). The HMPSC will ultimately provide a mechanism for coordination among those departments engaged in mitigation to ensure that a comprehensive and efficient approach be undertaken in the City's efforts at all-hazards mitigation. The Emergency Management Coordinator and the Planning and Community Development Department will coordinate these activities.

## 10.3 Schedule for Monitoring the Plan

Informal Plan monitoring activities will be ongoing. In addition to the FEMA mandated five year update cycle, Hazard Mitigation Plan Monitoring Team will perform an informal review of the Plan at least annually, or more often as circumstances require. At least annually, a progress report will be prepared, noting any updates to information in the Plan or progress that has been made towards the goals, objectives or actions identified in the Plan. These reports can be found in Appendix L.

In addition to the scheduled reports, Hazard Mitigation Plan Monitoring Team will convene meetings after damage-causing natural hazard events to review the effects of such events. Based on those effects, adjustments to the mitigation priorities identified in Section 9 may be made or additional event-specific actions identified.

## 10.4 Method and Schedule for Evaluating and Updating the Plan

**{Note to TDEM and FEMA reviewers: the following dates will be filled in once these events have occurred}**

The City of Galveston's Hazard Mitigation Plan be updated with in five years, and will be submitted to TDEM and FEMA for review and approval.

Comprehensive review of and revisions to this Plan will be undertaken on a five-year cycle. This Plan was adopted in [Insert Date], and thus must undergo a formal FEMA-compliant update process by [Insert Date + 5 years]. Approximately 18-24 months prior to the five year anniversary of Plan adoption, the Emergency Management Coordinator and the Planning and Community Development Department will initiate a comprehensive review of the Plan with particular attention to FEMA guidance.

The Hazard Mitigation Plan Monitoring Team will prepare a report (1) describing the update requirements; (2) summarizing the staff analysis of the Plan, highlighting areas that require modification and explaining the reasons why the modification is needed, and; (3) providing detailed recommendations about how the Plan should be updated, noting any technical work that may be required. The report will sequentially be provided to the City's HMPSC and City Council for consideration. The report will also be posted on the City's website for public review and comment.

The HMPSC and the City Council will review the report and recommendations and advise the Hazard Mitigation Plan Monitoring Team as to how to proceed on the individual recommendations for the updates. The Hazard Mitigation Plan Monitoring Team will initiate activities to carry out the recommendations, and will prepare draft updates to the Plan on a schedule determined in cooperation with the HMPSC and the City Council.

When the draft updates are completed, the HMPSC will be convened to conduct the comprehensive evaluation and revision. Hazard Mitigation Plan Monitoring Team will produce a final draft of the updated Plan for consideration by the HMPSC. The HMPSC will review the updated Plan, indicate any desired changes, and recommend approval and adoption of the Plan Update in sufficient time to meet FEMA requirements.

### 10.4.1 Incorporation into Existing Planning Mechanisms

The City of Galveston Hazard Mitigation Plan Stakeholder Committee (HMPSC) has created a process by which this plan has considered and incorporated the requirements into other plans (where appropriate). During the development of this plan the HMPSC reviewed the Flood Damage Prevention Ordinance, adopted and enforced by the City, as well as the City's currently enforced building codes. Other City plans were considered during the creation of this plan, including

- City of Galveston Comprehensive Plan
- City of Galveston Capital Improvement Plan
- City of Galveston Long-Term Recovery Plan
- City of Galveston Historic Preservation Plan
- City of Galveston Disaster Response for Historic Structures Plan
- City of Galveston Comprehensive Housing Market Study

Going forward, this plan will also be considered in the development and updating of new and existing City planning efforts. The City of Galveston has a long and established history of incorporating hazard mitigation measures into the day-to-day life of the community. This Plan will guide other planning mechanisms towards maintaining that perspective.

## 10.5 Circumstances that will Initiate Plan Review and Updates

This section identifies the circumstances or conditions under which the Hazard Mitigation Plan Monitoring Team will initiate Plan reviews and updates.

- On the recommendation of Hazard Mitigation Plan Monitoring Team or on its own initiative, the Galveston City Council may initiate a Plan review at any time.
- At approximately the six month anniversary of the Plan adoption, and every six months thereafter.
- After natural hazard events that appear to significantly change the apparent risk to City assets, operations and/or constituents.

The Plan will guide the City's mitigation efforts for the foreseeable future. The HMPSC has developed a method to ensure that regular review and update of the Plan occurs within a five-year cycle. The Hazard Mitigation Plan Monitoring Team will coordinate any reviews.

The Hazard Mitigation Plan Monitoring Team will collaborate with members of the City of Galveston's HMPSC to monitor and evaluate the mitigation strategy implementation. This will be done through a combination of mitigation performance measures and and project implementation tracking. Findings will be presented and discussed at the annual HMPSC meetings.

Establishing performance measures for mitigation activities is central to determining effectiveness and ensuring precision of strategy application. Yet outcome-based performance measures are difficult to apply to hazard mitigation. For this reason, the City will employ modeled events in the absence of actual events. This will be accomplished through project implementation tracking. The tracking will include performance measure ratings, will allow rapid evaluation using simulated models and actual hazard events, and will eventually provide a method of rapid cost-benefit analysis tied to specific grant sources. Through this system, the Hazard Mitigation Plan Monitoring Team will be able to monitor and evaluate implementation at all levels. The database of mitigation activities will track implementation and eventually provide real-time updates that will illustrate overall static or decreasing vulnerabilities. Through this database and tracking system, performance measures for each mitigation measure will be more accurately analyzed.

The Hazard Mitigation Plan Monitoring Team will provide a report of the entire implementation strategy to the HMPSC at its annual meetings. This report will drive the meeting agendas and will include the following:

- Updates on implementation at the public education and community planning levels;
- Updates on mitigation activities undertaken;
- Reports on performance measures of the mitigation strategy;
- Changes or anticipated changes in hazard risk and vulnerability at the county, regional, State, FEMA, and US Department of Homeland Security levels;

- Update City of Galveston Emergency Operations Plan to incorporate elements from the City of Galveston Hazard Mitigation Plan;
- Updates will be presented to the Galveston City Council for consideration and adoption.

The HMPSC will also provide updates regarding:

- Any implementation activities undertaken, by department;
- Problems encountered or success stories; and
- Any technical or scientific advances that may alter, make easier, or create new measures.

Finally, the HMPSC will decide on updates to the strategy based on the above information and a discussion of:

- The various resources available through budgetary means as well as any relevant grants;
- The current and expected political environment and public opinion; and
- Meeting the mitigation goals with regards to changing conditions.

The first few meetings will work to begin implementation and establish a baseline for measuring successes.

## 10.6 Continued Public Involvement

As noted above, this Plan will be evaluated and updated periodically and when certain triggering events occur. The City of Galveston utilize public notices and a centralized website in an effort to include the public in the update process. The Plan will also be available to the public at the Annual Hurricane Open House. In addition, the Hazard Mitigation Plan Monitoring Team will undertake public outreach and awareness activities as outlined in the Mitigation Action Plan that will include continuing updates on the progress of implementing the Plan and future updates.

The City of Galveston is dedicated to continued public involvement and education in review and updates of the Plan. This is reflected in many of the mitigation measures. The Hazard Mitigation Plan Monitoring Team will seek comment at such time the plan undergoes a formal update. In addition, the Hazard Mitigation Plan Monitoring Team is committed to public education and will include information regarding hazard mitigation and community disaster resistance in educational materials and presentations as appropriate.

The public will also have the opportunity to provide ongoing feedback about the Plan. The City Secretary's Office will retain copies of the Plan where comments can be made. The Hazard Mitigation Plan Monitoring Team will publicly post any proposed changes to the Plan.

The tiered implementation structure provides an opportunity for continuous public involvement. Public education campaigns and community planning groups are a means of informing the public on updates and implementation activities. The City will hold a public meeting during the update process to discuss mitigation issues throughout the City; drafts of the Updated Plan may be available to the public at other times. The meeting will provide the public a forum for expressing concerns, opinions, or ideas about the Plan as well as other plans. These meetings will be advertised in advance through a variety of media.

The City of Galveston, Texas  
Section 10: Plan Monitoring and Maintenance

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